



NAZARETH COLLEGE OF EDUCATION FOR WOMEN

GUIDELINES OF GRIEVANCE REDRESSAL MECHANISM

Objectives of Grievance Redressal Committee

- To encourage student teachers to express their grievances freely and frankly without any fear of being victimized.
- To provide a mechanism to address student-teachers grievances
- To take measures to solve the problems faced by student-teachers
- To develop a responsive and accountable attitude to maintain a harmonious educational atmosphere in the Institution.

Process of Grievance Redressal

The grievances of student teachers are put forth by the student president to the grievance committee of the institution. The grievance if any are discussed by the principal with the committee members and necessary action is taken according to the needs of the student teachers. The grievances in general is classified as academic and non-academic. Academic grievances are sorted out within a week and non-academic grievances that is serious enough to deserve the attention of this committee are sorted at the earliest. Any student teacher with a genuine grievance can approach the committee members in person which will be kept confidential. The grievance box is installed in the lobby and student teachers are free to put forth their grievances either anonymously or by mentioning their names.



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COMPOSITION OF GRIEVANCE REDRESSAL CELL(2020-21)

- **Convener** -Dr. Golden Kisha, Principal
- **Teacher Educator** -Ms.Baby Manorama
- **Student President** -Ms.Amala .M
- **Student Representatives** - One student from each department